

Minutes of the Reorganization meeting of the Township Committee of the Township of Commercial, held on January 5, 2023, at 6:00 P.M., at the Township Hall at 1768 Main Street. Port Norris, NJ

Those Present:

Mike Vizzard	Mayor
Joseph Klaudi	Committeeman
Fletcher Jamison	Deputy Mayor
Thomas Seeley	Solicitor
Heather Miller	Township Clerk
Clint Miller	Public Works Supervisor
Nick DiCosmo	Engineer

Solicitor Seeley presided and called the meeting to order with the announcement that the meeting had been advertised, it was being electronically recorded and being held in compliance with the Open Public Meeting Act.

Solicitor Seeley asked the attendees to join him in the flag salute and the Lord's Prayer.

Solicitor Seeley congratulated Committeeman Vizzard on his election. The results were certified by the Cumberland County Clerk's office. Solicitor Seeley administers the oath of office to Mr. Vizzard.

Solicitor Seeley asked for a nomination of Mayor. Committeeman Jamison nominated Mike Vizzard. The motion was seconded by Committeeman Klaudi. Roll call, all were in favor.

Solicitor Seeley turned the gavel over to Mayor Vizzard.

Mayor Vizzard said he wanted to thank the voters that voted for him. I want to thank everyone who helped me win this election. I have a very special thank you to Dick Smith who worked very hard but is very ill right now with the flu so he's not here tonight but wishes he was. He made this happen tonight. I have an even more special thank you to Marie. Marie put up with a lot as far as the false information that was put out against me by my competitors. She was very affected by that, but she stood by me. I don't think people understand, when they put this false information out, what it does to that person and to their family. They need to understand it affects more than just the person running. I very much appreciate Marie for standing by me and supporting me. So, thank you Marie. I am also looking forward to working with this committee. It has been a great committee, we all work things out, we work on things together. We can't ask for anything better than that. I'm looking forward to the next 3 years with this committee. Most of all, I'm looking forward to working for the township and the people of the township. The people are great people. They deserve everything they can get; they deserve the best allegiance to them. I am promising I will give my best to be allegiant to the township. With that said, I ask for nominations for the Deputy Mayor.

Committeeman Klaudi nominated Fletcher Jamison.

Mayor Vizzard seconded the nomination to Fletcher Jamison as Deputy Mayor. Roll call, all were in favor.

Committeeman Jamison thanked the mayor.

Mayor Vizzard continued and explained that we have one resolution 2023-1 It is a consent agenda. All matters listed under Consent Agenda are considered to be routine by Township Committee and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Mayor asked for a motion to adopt the consent agenda, Resolution 2023-1.

RESOLUTION 2023-1
A Resolution Permitting Reading/Passing of Resolution
by Title And Adopting Consent Agenda

WHEREAS, the Township Committee of Commercial Township desires to expedite those portions of Township Committee meetings devoted to routine business and permit discussion of items of interest to the general public at an earlier hour, and

WHEREAS, the Township Committee has determined that the following procedures will be used when conducting the scheduled monthly meetings of the Township Committee of Commercial Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Commercial Township as follows:

Resolutions shall be considered for adoption by the Township Committee by Number and Title setting forth a concise description of its purpose.

- 2) Prior to its adoption, a copy of the Resolution shall be posted on the bulletin board or otherwise made available at the Township Hall for public inspection.
- 3) Items of business, excluding ordinances as otherwise provided by law, which the Township Committee has determined to be routine and which do not require discussion shall be included under a single item of the agenda known as the "Consent Agenda". Such items may be adopted or approved as the case may be collectively, upon a single motion and roll call vote of a majority of the Township Committee voting affirmatively.

Any member of the Township Committee may request that an item be removed from the Consent Agenda and considered separate.

A motion was made by Committeeman Jamison and was seconded by Committeeman Klaudi. Roll call vote, all were in favor.

Mayor Vizzard read the following resolutions by title only.

RESOLUTION 2023-2
Various Positions & Names of Employees Filling Municipal Position

WHEREAS, the Township Committee of the Township of Commercial, County of Cumberland, has various municipal appointments which must be made from time to time to fill certain vacancies within the township.

THEREFORE, BE IT RESOLVED, that the following persons are hereby designated to fill these positions:

Township Clerk, Administrative Secretary Alcoholic Beverage Licensing Agent Amusement Licensing Agent, Election Official, Assessment Search Clerk, Registrar of Vital Statistics, Dog Registrar, Licensed Fish and Game Agent	Heather Miller
Deputy Clerk, Deputy Dog Registrar, Deputy Registrar, Deputy Municipal Search Clerk, Attendance Clerk Deputy Election Clerk, Assessment Search Clerk, Licensed Fish & Game Agent	Gabrielle Horseman
Chief Financial Officer	Pamela Humphries
Part Time Secretary	Stephanie McIsaac
Solicitor & In Rem Foreclosure	Thomas Seeley
Tax Collector	Leslie Kraus
Secretary/Receptionist	Gretchen Esquilin
Tax Assessor	Brian Rosenberger
Senior Center Coordinator	Cindy Tawes
Librarian	Cindy Tawes
Construction Official, Plumbing Inspector	William White
Fire Sub Code Official	Herbert Leary

Building Sub code Official	Derick Leary
Electrical Inspector	Thompson G. Maier
Code Enforcement Officer Housing/Zoning, Rental Inspector Vacant Properties Inspector	Steve DeSario
Secretary To Construction Official Building Sub codes/Housing/Zoning Land Use Board Secretary	Stefanie Muessig
Elevator Inspector	State of New Jersey
Court Administrator	
Public Works Manager	Edward Dennis
Public Works Supervisor	Clinton Miller
Public Works Forman	Vacant
Laborer A Heavy Equipment Operator/Mechanic	Christopher Drummond
Labor A/Heavy Equipment Operator	Josh Hoffman
Laborer B Truck Driver	David Green
Laborer C Road Department	Shane Berry

RESOLUTION 2023-3
Authorizing the Award of a Non-Fair and Open Contract
For Solicitor, Mr. Thomas Seeley

WHEREAS, the Township of Commercial has a need to acquire “Professional Services”, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5 as appropriate; and

WHEREAS, the chief financial officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, THOMAS SEELEY, SEELEY LAW OFFICE, LLC has submitted a proposal December 30, 2022, indicating they will provide Professional Services for Commercial Township Solicitor.

WHEREAS, SEELEY LAW OFFICE, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that SEELEY LAW OFFICE, LLC has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year, and that the contract with SEELEY LAW OFFICE, LLC will prohibit from making any reportable contributions through the term of the contract, and

WHEREAS, As required by NJSA 40A:4-57 and NJAC 5:30-14.5, I, Pamela Humphries, Chief Financial Officer of the Township of Commercial, have ascertained that there will be made available sufficient uncommitted appropriations in the 2023 Township Budget to award a contract to:

Thomas Seeley, Esquire Township Solicitor/Tax Title Lien Coordinator for the year 2023 in the amount of \$115,000.00. Funds for certification are therefore being made available and certified against the following appropriations Account Numbers:

<u>Account Number</u>	<u>Amount</u>
3-01-20-156-027	\$70,000
3-01-20-156-028	\$45,000

NOW, THEREFORE, BE IT RESOLVED that the township Committee of the Township of Commercial authorizes THOMAS SEELEY, SEELEY LAW OFFICE, LLC to enter into a contract with the Township of Commercial as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution
And

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2023-4
Authorizing the Award of A Non-Fair and Open
Contract for Municipal Engineer and Municipal Planner,
Edward Dennis, Jr. of Remington and Vernick Engineers

WHEREAS, the Township of Commercial has a need to acquire “Professional Services”, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5: and

WHEREAS, the chief financial officer has determined and certified in writing that the value of the acquisition will not exceed \$17,500 for planner; and

WHEREAS, the chief Financial officer has determined and certified in writing that the value of the acquisition will exceed \$17,500 for municipal engineer.

WHEREAS, the anticipated term of this contract is three years for Municipal Engineer January 1, 2022, 2023, 2024 and one year for Municipal Planner; and

WHEREAS, Remington & Vernick Engineers has submitted a proposal December 30, 2022, indicating they will provide the Professional Services for Commercial Township Municipal Engineer and Planner; and

WHEREAS, Remington & Vernick Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Remington Vernick and Walberg Engineers, has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year, and that the contractor Remington & Vernick Engineers will prohibit from making any reportable contributions through the term of the contract; and

WHEREAS, As required by NJSA 40A:4-57 and NJAC 5:30-14.5, I, Pamela Humphries, Chief Financial Officer of the Township of Commercial, have ascertained that there will be made available sufficient uncommitted appropriations in the 2023 Township Budget to award a contract to:

Remington, Vernick & Walberg Engineers, the Municipal Engineers for the Year 2023 in the amount of \$25,000.00. Funds for certification are therefore being made available and certified against the following appropriations Account Numbers:

<u>Account Number</u>	<u>Amount</u>
3-01-20-166-028	\$25,000.00

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Commercial authorizes Edward Dennis, Municipal Planner of Remington & Vernick Engineers to enter into a contract with the Township of Commercial as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution and

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2023-5
Authorizing the Award Of A Non-Fair And Open
Contract for Land Use Board Solicitor,

WHEREAS, the Township of Commercial has a need to acquire “Professional Services”, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A 20.5; and

WHEREAS, the chief financial officer has determined and certified in writing that the

value of the acquisition will not exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Nathan Van Embden, Attorney at Law of Millville, NJ has submitted a proposal December 30, 2022, indicating they will provide the Professional Services for Commercial Township as Commercial Township Land Use Board Solicitor.

WHEREAS, Nathan Van Embden, Attorney, has completed and submitted a Business Entity Disclosure Certification which certifies that Nathan Van Embden, has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year and that the contract with Nathan Van Embden will prohibit him from making any reportable contributions through the term of the contract; and

WHEREAS, As required by NJSA 40A:4-57 and NJAC 5:30-14.5, I, Pamela Humphries, Chief Financial Officer of the Township of Commercial, have ascertained that there will be made available sufficient uncommitted appropriations in the 2023 Township Budget to award a contract to:

Nathan Van Embden as the Land Use Board Solicitor for the year 2023 in an amount not to exceed \$4,500. Funds for certification are therefore being made available and certified against the following appropriations Account Numbers:

<u>Account Number</u>	<u>Amount</u>
3-01-21-180-028	\$4,500.00

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Commercial authorizes Nathan Van Embden, Attorney, to enter in a Township Land Use Board Solicitor.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2023-6

Authorizing the Award of A Non-Fair And Open Contract For Commercial Township Land use Board Steve Nardelli of Firm of Fralinger Engineering, PA

WHEREAS, the township of Commercial has a need to acquire “Professional Services”, as a non-fair and open contract pursuant to the provision of N.J.S.A. 19:44A-20.5: and

WHEREAS, the chief financial officer has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Fralinger Engineering, PA of Bridgeton, NJ has submitted a proposal December 30, 2022, indicating they will provide the Professional Services of Steve Nardelli to the Commercial Township Land Use Board.

WHEREAS, Fralinger Engineering, PA has completed and submitted a Business Entity Disclosure Certification which certifies that Fralinger Engineering, PA has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year, and that the contract with Fralinger Engineering PA will prohibit from making any reportable contributions through the term of the contract, and

WHEREAS, As required by NJSA 40A:4-57 and NJAC 5:30-14.5, I, Pamela Humphries, Chief Financial Officer of the Township of Commercial, have ascertained that there will be made available sufficient uncommitted appropriations in the 2023 Township Budget to award a contract to:

Fralinger Engineering, the Engineers for the Land Use Board for the Year 2023 as per the attached fee schedule and not to exceed \$2,500.00. Funds for certification are therefore being made available and certified against the following appropriations Account Numbers:

<u>Account Number</u>	<u>Amount</u>
3-01-21-180-028	\$2,500.00

THEREFORE, BE IT RESOLVED, that the township Committee of the township of Commercial authorizes Steve Nardelli of Fralinger Engineering PA to enter into a contract with the Township of Commercial as described herein as Commercial Township Land Use Board Engineering Firm.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
and

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2023-7
Appointing Bowman & Company
Commercial Township Municipal Auditor

WHEREAS. There exists the need for the “Professional Services” of a Township Auditor, to be retained by the Township for performance of legal services and related duties associated therewith as directed by the authorized representatives of the Township of Commercial and as more specifically set forth in the Professional Services Agreement; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq. requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised: and

WHEREAS, Carol McAllister of the firm of Bowman & Company LLP, has completed and submitted a Business Entity Disclosure Certification which certifies that Carol McAllister and Bowman & Company LLP will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 commencing January 1, 2023 to any political committee or candidate through the term of this contract:

WHEREAS, As required by NJSA 40A:4-57 and NJAC 5:30-14.5, I, Pamela Humphries, Chief Financial Officer of the Township of Commercial, have ascertained that there will be made available sufficient uncommitted appropriations in the 2023 Township Budget to award a contract to:

Bowman & Company, LLP, Township Auditors for the Year 2023 in the amount of \$35,000.00. Funds for certification are therefore being made available and certified against the following appropriations Account Numbers:

<u>Account Number</u>	<u>Amount</u>
3-01-20-136-000	\$35,000.00

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Commercial, County of Cumberland and State of New Jersey, as follows:

That the allegations of the preamble hereto are incorporated herein as if fully set forth.

That Carol McAllister, C.P.A., of Bowman and Company, 601 White Horse Road, Voorhees, New Jersey, be appointed Registered Municipal Accountant of Commercial Township for the year 2023 to perform the professional services ordinarily provided by a Registered Municipal Accountant of the State of New Jersey and to receive such compensation as may be reasonable for such services. Said Carol McAllister, C.P.A., is a person authorized by law to practice a recognized profession in the State of New Jersey, which practice is regulated by the laws of the State, to wit; the profession of Registered Municipal Accountant. These professional services are necessary and are regulated by this Municipality.

That the aforesaid contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A. 40A:11-55 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids all of which classification the aforesaid contract falls within.

The Business Entity Disclosure Certification shall be placed on file with this Resolution.

That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times as required by law within ten (10) days of the Resolution authorizing same.

RESOLUTION 2023-8
Newspapers

BE IT RESOLVED that the following daily newspapers:

The South Jersey Times
The Atlantic City Press
The Daily Journal
The Reminder

be designated as the official newspapers for the publication of all required notices for the Township of Commercial in the County of Cumberland for the year 2023.

RESOLUTION 2023-9
Banking Institution Facilities

BE IT RESOLVED that all banking institutions or saving and loan institutions insured with the Federal Deposit Insurance Corporation, and all organized under the laws of the State of New Jersey of the United States of America, and all having their principal places of business in this State, be and hereby are respectively designated as the depositories for all municipal funds of the Township of Commercial, in the County of Cumberland for the year 2023 these specifically being:

BB&T Bank
PNC Bank
Cape Bank New Jersey
Bank of America
Newfield National Bank
TD Bank

RESOLUTION 2023-10
Interest-Taxes

BE IT RESOLVED by the Township Committee of the Township of Commercial that in accordance with the provisions of Revised Statute 54:5-67, and effective upon passage of this resolution, the rate of interest to be charged for the nonpayment of taxes or assessments on or before the date when they would become due, shall be (8%) eight percent annum on the first One Thousand Five Hundred (\$1,500.00) Dollars of delinquency, and (18%) eighteen percent annum on any amount in excess of One Thousand Five Hundred (\$1,500.00) and

BE IT RESOLVED, by the Township Committee of the Township of Commercial that in accordance with the provision of the amended Statute N.J.S.A. 54:5-67 that Commercial Township Tax Collector is authorized to charge an additional (6%) six percent penalty to be collected against delinquency in excess of \$10,000 on properties that fail to pay prior to end of Calendar year.

BE IT RESOLVED that the policy of the Tax Collector's office is to extend a period of ten days grace on each quarter of the year.

RESOLUTION 2023-11
Township Committee Meetings Will Be Held on Third Thursdays Of Each Month, Agenda Meeting Held on The Monday Prior To Third Thursday

BE IT RESOLVED by the Township Committee of the Township of Commercial, that the 2023 Regular business meetings of the committee will be held on the third Thursday of each

month via virtual platform zoom with posting of participation links to the municipal website so as to remain in compliance with the Open Public Meeting Act. Meetings may take place at the Municipal Building, 1768 Main Street, Port Norris, NJ, all meetings will be at 6:00 P.M., the then prevailing time: and

BE IT RESOLVED that the 2023 Agenda meeting of the committee will be held on the Monday prior to the third Thursday of each month at 6:00 P.M., the then prevailing time; and

BE IT FURTHER RESOLVED, by the Township Committee that alternate sites may be selected if particular situations arise that warrant an alternate site and that business can be conducted by the Township Committee at an Agenda Meeting if the situation warrants a decision.

BE IT FURTHER RESOLVED that the following dates are the meetings of the Township Committee of the Township of Commercial for the year 2023.

Month	Agenda	Regular
January	Tues. 17	Thursday 19
February	Mon. 13	Thursday 16
March	Mon. 13	Thursday 16
April	Mon. 17	Thursday 20
May	Mon. 15	Thursday 18
June	Mon. 12	Thursday 15
July	Mon. 17	Thursday 20
August	Mon. 14	Thursday 17
September	Mon. 18	Thursday 21
October	Mon. 16	Thursday 19
November	Mon. 13	Thursday 16
December	Mon. 18	Thursday 21

RESOLUTION 2023-12
Cash Management Plan

WHEREAS, it is the desire of the governing body to adopt a cash management plan to comply with the requirements of N.J.S.A. 40A:5-14 and to provide a guide to municipal officials and employees in carrying out their duties concerning the receipt and disbursement of all funds of the municipality.

WHEREAS, the following requirements shall be adhered to:

AUTHORIZED DEPOSITORIES

1. The Municipality shall annually at its reorganization meeting designate the legal depositories, funds in certificates of deposits and other time deposits in banks by resolution in accordance with N.J.S.A. 40A:5-15.1, that must be covered by the

Governmental Unit Depository Protection Act, N.J.S.A. 17:9-14 et seq. (GUDPA). The municipality is also authorized to invest its assets in the New Jersey Cash Management Fund. This resolution may be amended or supplemented from time to time, as the Municipality deems necessary. Such resolution shall be deemed a part of the Cash Management Plan.

AUTHORIZED SIGNATURES

2. The municipality shall annually establish by resolution and adopt at its annual reorganization meeting the required signatories to all bank accounts.

CASH MANAGEMENT

3. All monies received by any municipal official or employee shall be deposited within forty-eight (48) hours in accordance with N.J.S.A. 40A:5-15. Municipal officials responsible for accepting and making deposits shall minimize the possibility of idle cash accumulating in accounts by assuring that all amounts in excess of negotiated compensation balances are kept in interest bearing accounts of legal depositories and are promptly swept into the investment portfolio.

The following funds shall not be required to be maintained in interest bearing accounts.

- a. Change funds
- b. Petty cash funds
- c. Payroll funds
- d. Trust funds to the extent that the deposit of such funds to an interest-bearing account would require by law the payment of interest to the provider of funds.
- e. Checking accounts established for the express purpose of paying bills approved by the governing body. The balances in these funds shall be kept at the minimum amount required for the orderly operation of the account.
- f. Compensating balances maintained for the purpose of obtaining specific services from financial institutions. Such accounts shall be established only under terms of written agreements approved by the governing body.

No municipal funds shall be disbursed by any municipal official prior to approval of the governing body except for:

- a. Debt service payments
- b. Investments
- c. Payroll turnovers to agencies
- d. Discount vouchers

Debt service payments and discount vouchers must be ratified after payment.

MONTHLY REPORTS

4. The Chief Financial Officer will provide the governing body with a monthly report that summarizes
 - a. All investments made or redeemed over the past month.
 - b. Each organization holding local unit funds.

- c. Summary of financial balances for revenues and appropriations.
- d. The amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fees incurred, and market value of all investments as of the report date and,
- e. Other information that the governing body may request.

LIABILITY

- 5. Provided that local unit funds are deposited or invested as designated or authorized by this cash management plan, the Chief Financial Officer is relieved of any liability for any loss of such moneys due to the insolvency or closing of any depository designated by, or for the decrease in value of any investment authorized by, the cash management plan.

AUDIT

- 6. This plan, and all matters pertaining to the implementation of it, shall be subject to the Municipality's annual audit.

NOW, THEREFORE BE IT RESOLVED, that the above cash management plan be adopted by the governing body of the Township of Commercial effective for the calendar year 2023.

**RESOLUTION 2023-13
TOWNSHIP OF COMMERCIAL
Temporary Appropriations 2023**

WHEREAS, NJSA 40A:4-19 provides that where any contract commitment or payments are to be made prior to the final adoption of the 2023 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time herein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January 2023: and

WHEREAS, the total appropriations in the 2023 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance is the sum of \$ 3,296,787.75

WHEREAS, twenty-six and one quarter percent of the total appropriations in the 2022 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2022 budget is the sum of \$ 778,221.95.

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made and that a certified copy of this resolution be transmitted to the township Chief Financial Officer for their records.

Temporary Appropriations 2023

2023	Temporary Budget
GENERAL GOVERNMENT	
@26.25%	
General Administrative	
Salaries & Wages	
Other Expenses	9,713.81
Mayor and Committee	
Salaries & Wages	11,418.75
Other Expenses	1,312.50
Municipal Clerk	
Salaries & Wages	33,652.50
Other Expenses	12,468.75
Financial Administration	
Salaries & Wages	11,156.25
Other Expenses	3,018.75
Audit Services	8,925.00
Data Processing	
Other Expenses	10,631.25
Tax Collection	
Salaries & Wages	26,827.50
Other Expenses	4,987.50
Tax Assessment	
Salaries & Wages	6,037.50
Other Expenses	6,378.75
Legal Services	18,375.00
Tax Title Lien Manager	
Other Expenses	7,875.00
Engineering Services and Cost	
Other Expenses	6,562.50
Municipal Land Use	
Salaries & Wages	183.75
Other Expenses	1,548.75

CONSTRUCTION ENFORCEMENT		
	Salaries & Wages	16,800.00
	Other Expenses	1,496.25
HOUSING CODE ENFORCEMENT		
	Salaries & Wages	19,425.00
	Other Expenses	1,443.75
	Liability Insurance	6,037.50
	Worker's Compensation	11,812.50
	Group Health Insurance	59,062.50
EMERGENCY MANAGEMENT		
	Salaries & Wages	945.00
	Other Expenses	1,050.00
Streets and Road Maintenance		
	Salaries & Wages	85,968.75
	Other Expenses	21,656.25
Solid Waste Collection		
	Other Expenses	85,627.50
Buildings & Grounds		
	Salaries & Wages	4,725.00
	Other Expenses	26,775.00
Vacant Property Maintenance		
		1,312.50
Sluice Ditch		
	Sluice Ditch Other Expenses	1,312.50
Environmental Commission		
	Other Expenses	262.50
Animal Control		
	Contract Services	13,755.00
Senior Center		
	Salaries & Wages	3,150.00
	Other Expenses	892.50
Community Food Bank -Mat/Supp.		
		393.75
Parks and Playgrounds		

Recreation SW PT	
Other Expenses	918.75
Maintenance of Parks	
Other Expenses	656.25
Library Operations	
Salaries & Wages	3,150.00
Other Expenses	813.75
Accumulated Sick Leave	2,625.00
Celebration of Public Events	918.75
Recycling Tax	2,493.75
Utilities	
Electric	6,825.00
Streetlights	20,737.50
Telephone	5,775.00
Natural Gas	3,937.50
Gasoline and Diesel	7,612.50
Sanitary Landfill	
Other Expenses	45,937.50
Pension PERS	84,677.00
Social Security	17,587.50
Unemployment	5,775.00
Defined Contribution Retirement	1,312.50
Fire District	491.14
Municipal Court	
Shared Service	21,000.00
Municipal Court S/W	
Municipal Court O/E	
Public Defender S/W	
Court Professional Prosecutor	
Total	778,221.95

RESOLUTION 2023-14
Appointing Mr. Robert Conner, Of Wm. R. Mints Insurance Agency,
As Risk Management Consultant

WHEREAS, the Township of Commercial is a member of the Atlantic County Municipal Joint Insurance Fund, a self-insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund require that each municipality appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws and;

WHEREAS, the Bylaws indicate a fee not to exceed Six Percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical.

WHEREAS, As required by NJSA 40A:4-57 and NJAC 5:30-14.5, I, Pamela Humphries, Chief Financial Officer of the Township of Commercial, have ascertained that there will be made available sufficient uncommitted appropriations in the 2023 Township Budget to award a contract to:

Mints Insurance, Township Insurance Brokers for the Year 2023 in the amount of \$3,300.00 payable as part of the Atlantic County Joint Insurance Fund billing and not to exceed 6% of the annual insurance premium. Funds for certification are therefore being made available and certified against the following appropriations Account Numbers:

<u>Account Number</u>	<u>Amount</u>
3-01-23-216-000	\$3,300.00

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Township of Commercial does hereby appoints Mr. Robert Conner, Wm. R. Mints Insurance as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause notice of this decision to be published according to NJSA 40A:11-5 (1), (a), (i).

RESOLUTION 2023-15
Appointing McManimon, Scotland & Baumann As
Special Counsel for Commercial Township Bond Services

WHEREAS, The Township of Commercial requires Bond Services, and

WHEREAS, As required by NJSA 40A:4-57 and NJAC 5:30-14.5, I, Pamela Humphries, Chief Financial Officer of the Township of Commercial, have ascertained that there

will be made available sufficient uncommitted appropriations in the 2023 Township Budget to award a contract to:

McManimon & Scotland-Bond Counsel per year for the Year 2023. Funds for certification are therefore being made available and certified against the following appropriations Account Numbers:

<u>Account Number</u>	<u>Amount</u>
3-01-20-100-029	\$3,500.00

BE IT RESOLVED by the Township Committee of the Township of Commercial that the firm of McManimon, Scotland & Baumann, of Roseland, New Jersey is hereby appointed as Special Counsel for Bond Services for the year 2023. That appointment will be published in the local newspaper within 10 days of passing.

RESOLUTION 2023-16
Approving South Jersey Regional Animal Care For
Animal Sheltering Services for 2023

WHEREAS, The Township of Commercial requires Animal Sheltering Services, and

WHEREAS, As required by NJSA 40A:4-57 and NJAC 5:30-14.5, I, Pamela Humphries, Chief Financial Officer of the Township of Commercial, have ascertained that there will be made available sufficient uncommitted appropriations in the 2023 Township Budget to award a contract to:

South Jersey Regional Animal Shelter for the Year 2023. Funds for certification are therefore being made available and certified against the following appropriations Account Numbers:

<u>Account Number</u>	<u>Amount</u>
3-01-27-340-029	\$31,935.96

BE IT RESOLVED that the Township of Commercial has awarded a contract to the South Jersey Regional Animal Care for Sheltering Services for 2023 at a cost of \$31,935.96.

RESOLUTION 2023-17
Appointments, Reappointments to Various Municipal Boards, Committees
And Commissions for 2023

WHEREAS, there are several municipal boards, committees, and commissions which require volunteers that are willing to donate their time, expertise, experiences and willing to attend the meetings that require their attention; and

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Commercial that the following individuals are being appointed to fill these necessary boards, committees and commissions that serve the residents of Commercial Township.

Land Use Board:

Mayor, Class I
Dustin Piccolo, Class II, One year
Committeeman, Class III, 1 Year
Emmitt Vandegrift, 2 Year
Alternates 3 Vacant

Recreation-One Year Appointments

Marie Gallo
Sue Corson
Patti Smith Gilmore
Rita Petit
Rita Hoffman
Sally Dickenson
Dolly Vincent
Reenie Kunkle
Anna DeFabrites
Robin Berry
Janice Hoffman
Barbara Moore

Environmental Commission

Lorraine Shourds, 1yr
Dale Schweitzer, 3 Year
Patricia Smith, 3 Year
John Dayton, 3 Year
Katie Dayton, 3 Year
Dustin Piccolo, 3 Year
Alternate, Vacant

Commercial Fishery Board

William Riggin
Iris Burk
Barney Hollinger

Emergency Management

Michael Rodgers, Deputy, 1 yr.

Veterans Memorial Park

Mike Vizzard
Fletcher Jamison
Clint Miller
Joe Klaudi
Mark Sheppard
Richard Smith
Russell Stormes
Guy DeFabrites
Donald Klaudi
Kenneth Smith
O'Connell Brown
Larry Heath
Robert Welch

RESOLUTION 2023-18
Designating Township Committee to Oversee Various
Municipal Departments

BE IT RESOLVED by the Township Committee of the Township of Commercial that the following municipal offices will have the following committee members as their department heads.

Mike Vizzard
Finance CFO
Tax Collector
Tax Assessor
Recreation

Fletcher Jamison
Clerk's Office
Public Works
Building & Grounds
Emergency Management

Joseph Klaudi
Construction Office
Housing/Zoning
Code Enforcement
Animal Control
Emergency Management

Mayor Vizzard asked for a motion to adopt Resolutions 2023-2 through 2023-18.

Committeeman Klaudi made the motion and was seconded by committeeman Jamison. Roll call vote, all were in favor.

Mayor Vizzard asked if the committee had any further comments. The committee had none.

Nick DiCosmo thanked the committee for the reappointment of Remington and Vernick Engineers.

Mayor Vizzard said Remington and Vernick has always worked hard for the township.

Tom Seeley said like wise thank you.

Mayor Vizzard- With nothing further asked for a motion and second to adjourn the meeting. Motion was made by Committeeman Klaudi and seconded by Committeeman Jamison.

Respectfully Submitted,

Heather Miller
Township Clerk

